

Brigham City
Planning and Economic Development Department
Request for Assistance--Information Form
Industrial Uses

This worksheet outlines the information used by the Brigham City Economic Development Board and Brigham City Council or Redevelopment Agency to determine whether a project will be extended an offer of incentives for location or expansion in Brigham City.

Submit the information to the Brigham City Economic Development Department in the format shown below. If there is any additional information you feel is important to convey, please include it in a cover letter, or other appropriate format. Contact the Economic Development Department (435) 734-6603 with any questions regarding this worksheet or the evaluation process.

A. GENERAL INFORMATION

1. Description of Business: Please include the following information:

DATE BUSINESS ESTABLISHED
NATURE OF THE BUSINESS (i.e., LLC, SCorp, etc.)
TYPES OF PRODUCTS AND SERVICES
CUSTOMER PROFILE
KEY CUSTOMERS
MAJOR COMPETITORS
MAJOR PAST ACCOMPLISHMENTS
FUTURE PLANS FOR GROWTH/EXPANSION
HOW THIS PROJECT WILL BENEFIT YOUR BUSINESS.

2. Description of Project: Please include the following information:

PROJECT LOCATION
PROJECTED BEGINNING AND ENDING DATES OF THE PROJECT
DESCRIPTION OF CONSTRUCTION OR OPERATION TO BE DONE
ESTIMATED PROJECT COSTS
PROJECT OBJECTIVES.

B. JOBS, WAGES, JOB/ACRE RATIO, AND PROMOTION OF PERMANENCE IN

BRIGHAM CITY -- 35% WEIGHT

1. Current Break Down of Employees (Not Including Principals or Officers of the Company):

Number	Position	Full/Part Time	Base Annual Salary Per Employee	Annual Value of Benefits Per Employee	Jobs/Land Area Occupied

2. First Year After Project (Not Including Principals or Officers of the Company):

Number	Position	Full/Part Time	Base Annual Salary Per Employee	Annual Value of Benefits Per Employee	Jobs/Land Area Occupied

3. Fifth Year After Project (Not Including Principals or Officers of the Company):

Number	Position	Full/Part Time	Base Annual Salary Per Employee	Annual Value of Benefits Per Employee	Jobs/Land Area Occupied

4. To what extent does the company's policy allow for promotion within the

company and encourage the acquisition of skills for advancement within the company? If the company has a written personnel policy, please attach a copy. A historical statement of the proportion or number of employees promoted to higher positions in the company and a description of training or education supported by the company will also help establish performance in this area.

5. Are upper management positions in the company located in Brigham City?

Please state the total number of upper management positions in the company, the number located in Brigham City and the number located elsewhere.

6. To what extent will the company's management and workforce reside in Brigham City?

C. FISCAL RETURNS TO BRIGHAM CITY -- 20% WEIGHT

1. Current Property Values

	Value	Description
Land (as improved)		
Buildings/Facilities		
Personal Property		

2. Property Values after Completion of Project

	Value	Description
Land (as improved)		
Buildings/Facilities		
Personal Property Initial Value		
How long is depreciation period?		
Personal Property Sustained Value		

3. Current Yearly Sales _____

4. Projected Sales

Yr. 1 after Project _____
Yr. 2 after Project _____
Yr. 3 after Project _____
Yr. 4 after Project _____
Yr. 5 after Project _____

5. **To what extent will the company act as a catalyst in attracting and promoting new business development in Brigham City?** Please give information such as current and/or projected levels of purchases from Brigham City vendors, description of type of benefits other companies will have from your development project, or other relevant information.
6. **Is the company owned and operated by local business people and/or investors?** If ownership or management is mixed, please indicate the proportion of local/non-local ownership and management.
7. **To what extent will the company continue to be a reliable and stable revenue source in the future?** Please give information that demonstrates the degree of long-term commitment/viability of business operation in Brigham City, e.g. regarding investment in Brigham City sites, long-term customer contracts, established history of business in Brigham City, etc.
8. **To what extent will segments of the City's labor force benefit from the company's supply of new jobs?** Please describe which segments of the labor force will benefit, what job supply gaps the project will fill, etc.
9. **To what extent will the company utilize local contractors and vendors for its construction, operation, and production?** Please describe company policy regarding preference for local provisioning.

D. Community Partnerships -- 20% weight

1. **To what extent will the company serve as a beneficial and exemplary citizen in the community?** Please give information such as past activities the companies has engaged in which benefited the community, plans for future activities, etc.
2. **To what extent will the company cooperate with employees enrolled in educational programs?** Please indicate provisions in company policy for such things as flexible job scheduling for students, provision of incentives to pursue education, etc.

3. **To what extent will the company cooperate with institutions of higher learning?** Please include information about planned, current or past involvement in such things as research partnerships, internship opportunities, cooperative work-education positions, etc.

E. Retention and Expansion -- 10% weight

- 1. To what extent does the company demonstrate a commitment to remain in Brigham City should the need to expand or relocate?** Please indicate whether the company would agree to return the assistance from the City if it moves elsewhere within an agreed-upon time period. Also provide any other information that demonstrates the commitment to remain in Brigham City.

F. Facilities and Landscaping Appearance -- 15% weight

- 1. To what extent will the company provide exemplary facilities with attractive landscaping?** Please include building plans or sketches and descriptions that show the proposed facilities and landscaping, or describe the facilities and landscaping and indicate when plans will be submitted to the City.
- 2. To what extent will the company make improvements and provide maintenance for "commons" areas such as canals, parking strips, fence, lines, etc?** Please indicate such improvements by describing them and referring to plans if available.
- 3. To what extent will the company participate in the overall preservation of the surrounding environment?** Please indicate what air, noise, or water pollution controls the company will use. Also provide any information that describes what the project or company will do that enhances the surrounding environment.